

Corporation Counsel

This department functions under the direction of the Corporation Counsel who is appointed by the County Administrator and confirmed by the County Board of Supervisors.

MISSION

PROGRAM DESCRIPTION

In 1959, as authorized by § 59.07(44), Wis. Stats.(1959), the County Board created the position of Corporation Counsel and appointed the first Corporation Counsel on a part-time basis. In 1968, the County Board changed the status of the office of Corporation Counsel from part-time to full-time. The Corporation Counsel serves as the legal advisor to the County Board, the County Administrator, all County Board committees, boards, commissions and other bodies as well as all department heads. Legal services rendered by the Corporation Counsel are limited to governmental issues and do not extend to personal legal matters. The following are some of the Corporation Counsel's specific areas of responsibility:

When authorized and directed by the County Administrator, serve as Assistant County Administrator and provide direct supervision over County department heads.

Attend all meetings of the County Board and render legal advice and opinions to the County Board and various committees.

Prepare resolutions, ordinances and reports as requested by County Board members, the County Administrator and department heads.

Receive and answer requests for opinions and advice concerning powers and duties from County officers and employees.

Represent the Planning & Zoning Department in the enforcement of zoning and sanitation laws, including the trial of contested matters.

Acquire highway right of way through voluntary purchase or condemnation.

Assist in the preparation of bids and contracts for public works projects and for services rendered to the County.

Represent the County in labor negotiations, grievances and other personnel matters.

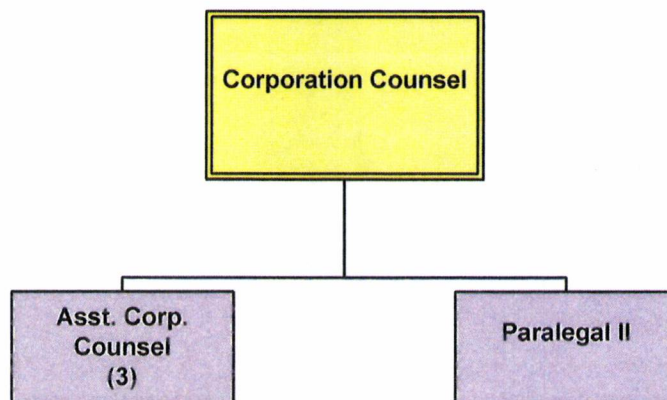
Defend claims and lawsuits filed against the County, including assisting the County's liability insurance carrier.

Collect delinquent taxes and foreclose on real estate tax liens.

Represent the Human Services Department in mental health commitments and guardianship proceedings.

Provide legal representation to the Child Support office.

PERFORMANCE MEASURES	2014	2015	2016 through July 25
Mental Health – Initial Commitment	144	126	73
Mental Health – Extension of Commitment	44	38	22
Guardianships and Protective Placements	33	38	27
Watts Reviews	8	12	7



Corporation Counsel

Financial Summary

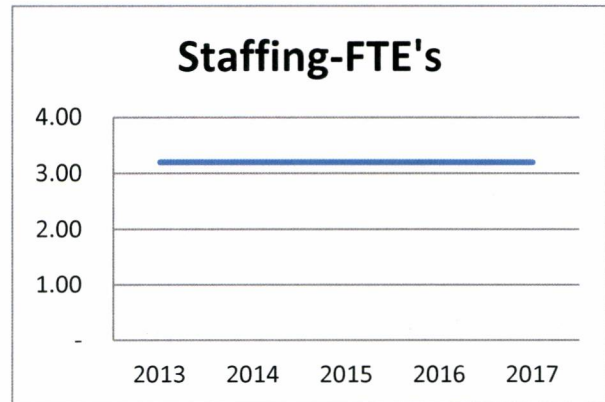
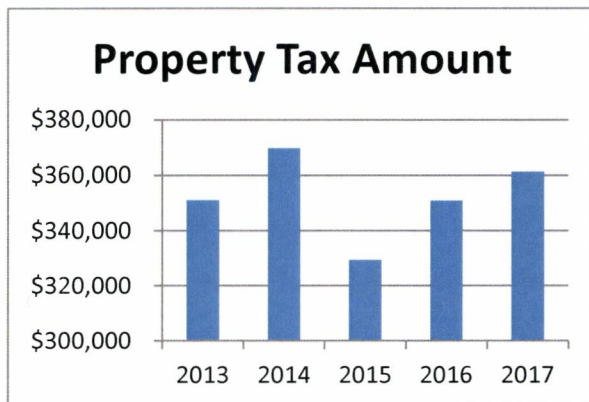
	2015 Actual	2016 Estimate	2016 Amended Budget	2017 Budget	Change from 2016 Amended Budget	
					\$	%
Revenues						
Intergovernmental Revenues	346	-	-	-	-	-
Total Revenues	346	-	-	-	-	-
Expenditures						
Personnel Expenses	310,839	330,422	330,422	339,835	9,413	2.85%
Purchased Services	141	500	500	500	-	0.00%
Operating Costs	12,875	10,765	10,765	11,225	460	4.27%
Interdept. Charges	6,803	7,982	7,982	8,472	490	6.14%
Other Expenses	1,313	1,322	1,322	1,309	(13)	-0.98%
Total Expenditures	331,971	350,991	350,991	361,341	10,350	2.95%
Property Taxes	329,399	350,991	350,991	361,341	10,350	2.95%
Addition to (Use of) Fund Balance	(2,226)	-	-	-		

Summary Highlights:

The 2017 budget provides \$361,341 in tax levy, which is a \$10,350 increase in operating levy from the 2016 amended budget. The primary reason was an increase in salary and fringes.

Summary of Capital Items:

None



CORPORATION COUNSEL-2017 BUDGET

Account Number	Sub	Description	2015 Actual	2016 6-Month Actual	2016 Estimated	2016 Amended	2017 Admin	2017 Adopted
1701-CORPORATION COUNSEL								
REVENUES								
411100		GENERAL PROPERTY TAXES	329,399	175,496	350,991	350,991	361,341	361,341
421012	66	ST AID WAGES ALLOCATE	346	-	-	-	-	-
REVENUES TOTAL			329,745	175,496	350,991	350,991	361,341	361,341
EXPENDITURES								
511110		SALARY-PERMANENT REGULAR	162,126	87,516	191,782	191,782	198,581	198,581
511210		WAGES-REGULAR	44,874	24,289	53,415	53,415	55,365	55,365
511310		WAGES-SICK LEAVE	1,054	2,718	-	-	-	-
511320		WAGES-VACATION PAY	11,468	941	-	-	-	-
511330		WAGES-LONGEVITY PAY	228	-	243	243	258	258
511340		WAGES-HOLIDAY PAY	8,713	3,460	-	-	-	-
511350		WAGES-MISCELLANEOUS(COMP)	4,128	2,368	-	-	-	-
SALARIES TOTAL			232,591	121,292	245,440	245,440	254,204	254,204
512141		SOCIAL SECURITY	17,528	9,069	18,434	18,434	19,154	19,154
512142		RETIREMENT (EMPLOYER)	15,709	8,006	16,199	16,199	17,286	17,286
512144		HEALTH INSURANCE	41,724	22,995	46,685	46,685	45,527	45,527
512145		LIFE INSURANCE	102	54	109	109	109	109
512150		FSA CONTRIBUTION	675	625	675	675	675	675
512173		DENTAL INSURANCE	2,510	1,441	2,880	2,880	2,880	2,880
FRINGE TOTAL			78,248	42,190	84,982	84,982	85,631	85,631
TOTAL SALARIES AND FRINGES			310,839	163,482	330,422	330,422	339,835	339,835
521212		LEGAL	81	-	400	400	400	400
521255		PAPER SERVICE	60	-	100	100	100	100
531003		NOTARY PUBLIC RELATED	-	-	15	15	-	-
531298		UNITED PARCEL SERVICE UPS	18	-	-	-	-	-
531303		COMPUTER EQUIPMT & SOFTWARE	1,869	-	-	-	-	-
531311		POSTAGE & BOX RENT	1,038	652	700	700	870	870
531312		OFFICE SUPPLIES	1,065	644	900	900	900	900
531314		SMALL ITEMS OF EQUIPMENT	299	-	200	200	200	200
531323		SUBSCRIPTIONS-TAX & LAW	4,193	1,829	4,150	4,150	4,080	4,080
531324		MEMBERSHIP DUES	1,160	1,036	1,200	1,200	1,200	1,200
531326		ADVERTISING	511	-	-	-	-	-
531348		EDUCATIONAL SUPPLIES	440	302	500	500	500	500
532325		REGISTRATION	600	565	650	650	800	800
532332		MILEAGE	189	25	600	600	500	500
532335		MEALS	26	10	150	150	175	175
532336		LODGING	348	197	700	700	1,000	1,000
532339		OTHER TRAVEL & TOLLS	8	-	-	-	-	-
533225		TELEPHONE & FAX	194	100	250	250	250	250
535242		MAINTAIN MACHINERY & EQUIP	916	484	750	750	750	750
571004		IP TELEPHONY ALLOCATION	592	297	595	595	411	411
571009		MIS PC GROUP ALLOCATION	3,942	2,406	4,813	4,813	4,927	4,927
571010		MIS SYSTEMS GRP ALLOC(ISIS)	2,270	1,287	2,574	2,574	3,134	3,134
591519		OTHER INSURANCE	1,313	639	1,322	1,322	1,309	1,309
OPERATING EXPENDITURES			21,132	10,473	20,569	20,569	21,506	21,506
EXPENDITURES TOTAL			331,971	173,955	350,991	350,991	361,341	361,341
REVENUES			329,745	175,496	350,991	350,991	361,341	361,341
EXPENDITURES			331,971	173,955	350,991	350,991	361,341	361,341
TOTAL BUSINESS UNIT-1701-CORPORATION COUNSEL			2,226	(1,541)	-	-	-	-
REVENUES			329,745	175,496	350,991	350,991	361,341	361,341
EXPENDITURES			331,971	173,955	350,991	350,991	361,341	361,341
TOTAL CORPORATION COUNSEL DEPARTMENT			2,226	(1,541)	-	-	-	-